



REQUEST FOR PERMISSION TO HOST BLOCK PARTY

Application Date: _____

The residents of the _____ block of _____
(100, 200, 300, etc. or house number range) (street name)

request permission to host a block party between the hours of _____ a.m./p.m. and _____
(start time)

_____ a.m./p.m. on _____, _____, 2016.
(end time) (day) (month) (date)

In addition, the residents request permission to close the street listed above at the point from

_____ to _____.
(intersecting street name or house number) (intersecting street name or house number)

The rain date of _____, _____, 2016, is also requested.
(day) (month) (date)

The undersigned resident of _____ is submitting this
(house number) (street)
request on behalf of the residents who reside on the block and certifies that all have been invited
and there is consensus among the residents as to the block hosting the above described event. A
deposit for the barricades to be borrowed in the form of a check made payable to the "Town of
Westfield" in the amount of 25.00 is attached.

(please print first and last name)

(telephone number)

(signature)

(e-mail address)

Submit this form to:

Office of the Town Administrator

Town of Westfield, 425 East Broad Street, Westfield, New Jersey 07090-2196

----- For Office Use Only -----

Dear Applicant:

☐ \$25.00 Deposit Received

☐ Your request to host the block party as per the above application is not approved.

☐ Your request to host the block party as per the above application is approved. It is advised
that you use barricades to properly close off the street for the block party. The Department of Public Works
will drop off barricades at your (the applicant's) address listed above on the Friday prior to the block party
date. The Department of Public Works will pick up the barricades from your address on or about the first
business day following the block party date.

Sincerely,

cc: Police
Fire Department
Department of Public Works
File

James H. Gildea
Town Administrator